



*Annual Performance Report Form*

**Facility Name:** Valencia Corporate Facility

**Performance Track ID #:** A090019 - (Originally EPA ID# CAL 000122286)

**Annual Performance Report #:** 1

**Reporting Year:** 2001

**Due Date:** July 1, 2002

## Section A

# General Facility Information

To the extent possible, EPA will pre-complete items A.1-A.8 for you. Please ensure that the information in A.1-A.8 below is accurate, complete, and up to date. Please supply or revise any information as necessary and then check the box to the left of the item(s) to indicate where changes have been made. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

*Did you make changes? If so, check box.*

- A.1 ☐ Name of your facility: U.S. Borax Inc. - Valencia Corporate Facility
- A.2 ☐ Name of your parent company: Rio Tinto Corporation - PLC
- A.3 ☐ Facility contact person for the Performance Track program  
Name: Mr./Mrs./Ms./Dr. Mr. Mark A. Reece  
Title: Manager, Valencia Facility Operations  
Phone: (661) 287-6082 Fax: (661) 287-5495 E-mail: mark.reece@borax.com
- A.4 ☐ Facility's location  
Street Address: 26877 Tourney Rd.  
Street Address (cont.):  
City/State/Zip Code: Valencia, CA 91355-1847
- A.5 ☐ Facility's website address (if any):
- A.6 ☐ Number of employees (full-time equivalents) who currently work in the facility:  
☐ Fewer than 50 ☐ 50 - 99 ☒ 100 - 499 ☐ 500 - 1000 ☐ More than 1000
- A.7 ☐ Does your company meet the Small Business Administration definition of a small business for your sector? ☐ Yes ☒ No
- A.8 ☐ North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility: 1474-1 1474-2 2819-1 2819-2 \_\_\_\_\_
- A.9 ☐ In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them in the space below. ☐ Yes ☒ No
- A.10 ☐ Please update the list of environmental requirements that apply to your facility. In the space below, indicate any changes that have taken place during this reporting period. If you have no changes to report, please write "No changes."  
No Changes

## Section B

# Environmental Management System

**B.1 Environmental Management System Assessment.** Please summarize EMS assessments conducted *during the year*. Attach additional sheets as necessary.

a. Was an EMS audit or other assessment done by an independent third party?

☒ Yes ☐ No

If yes, please provide the *type* (e.g., ISO 14001 certification), the *scope*, and the *dates* (mo/yr) of each assessment.

ISO 14001 Surveillance Audit #1 - June 25, 2001 - covered ISO Standard Sections 4.1, 4.3.3, 4.3.4, 4.4.1, 4.4.3, 4.5.2, 4.5.4 and 4.6

ISO 14001 Surveillance Audit #2 - December 3, 2001 - covered ISO Standard Sections 4.2, 4.3.3, 4.3.4, 4.4.4, 4.4.5, 4.4.7 and 4.5.1

b. Was an internal or corporate EMS audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit.

Internal EMS Audit #1 - March 19, 2001 - covered ISO 14001 EMS sections 4.1, 4.2, 4.3.1, 4.3.2,

4.3.3 and 4.3.4 - Valencia EMS sections are numbered to be consistent with ISO Standard

Internal EMS Audit #2 - September 28, 2001 - covered ISO 14001 EMS sections 4.4.7, 4.5.1, 4.5.2, 4.5.3, 4.5.4 and 4.6 - Valencia EMS sections are numbered to be consistent with ISO Standard

c. Was a compliance audit conducted? ☐ Yes ☒ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit, and indicate *who* conducted the audit(s) (e.g., facility staff, corporate groups, third party).

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

Inspections and samplings by Los Angeles County Sanitation District to verify industrial waste permit compliance. No adverse findings or citations.

## Section B

(continued)

### B.1

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audits.

Water and electricity usage was reduced by more than the target amounts specified in the ISO 14001 EMS - Section 4.3.3 - Objectives and Targets. Several documentation improvements were made to the EMS. New Objectives and Targets were announced for further energy savings; plus reductions in office supply consumption, improvements in recycling and reduction in waste disposal volumes.

Several minor Non-Conformances were found and corrected promptly. These all related to EMS administrative requirements - not operational control requirements.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

☒ Yes ☐ No ☐ No such instances identified

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed? *mo/yr* June 27, 2002

Who headed the review?

Name: Mr./Mrs./Ms./Dr. Dr. T. Scott Griffin

Title: Operations Executive

## Section B

(continued)

**B.2 ISO 14001 Certification.** Is your facility currently certified to ISO 14001? ☒ Yes ☐ No

**B.3 Environmental Aspects Identification.** When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr* June 2002

**B.4 Progress Toward Achieving Objectives and Targets.** In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the reporting year.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Electric Energy Usage	2001 saw completion of Objective & Target 4.3.3A. The Objective was to reduce electricity consumption by 3% vs 1998 levels. Targets gave steps and timetables for completion. Actual reduction achieved was in excess of 11%. Objective was closed by Management Committee and announced to building occupants.
Irrigation Water Consumption	2001 saw completion of Objective & Target 4.3.3B. The Objective was to reduce irrigation water consumption by 10% vs 1998 levels. Targets gave steps and timetables for completion. Actual reduction achieved was in excess of 12%. Overall water consumption was reduced by 20%. Objective was closed by Management Committee and announced to building occupants.
Electric Energy Usage - Part 2	In December 2001, Objective & Target 4.3.3C was announced. This program was/is intended to gather employee ideas for further energy reductions for evaluation in 2002. Employee response has been very good.
Non-Hazardous Waste and Recycling Program Improvements	In December 2001, Objective & Target 4.3.3D was announced. This program was/is intended to gather employee ideas for reduction of non-hazardous (office) waste streams; and to improve recycling. Ideas submitted will be evaluated in 2002. Employee response has been very good.

## Section C

# Environmental Performance Commitments

Please use the tables on pages 6-9 to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment. If any of the boxes have been pre-completed for you, please verify the information. If you find information that is incorrect, cross it out and write in the correct information. **Leave blank any columns for future reporting years.**

C.1

### Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

**Category** (see page 16 of the instructions): Laboratory Waste Industrial Effluent - Category does NOT match available choices, yet category was accepted on charter member application

**Aspect** (see page 16 of the instructions): Total Effluent Discharged - Aspect does NOT match available choices, yet aspect was accepted on charter member application

	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	1,620,000	1,130,000			(optional)
<i>Measurement Units</i>	gallons				
<i>Normalizing Factor*</i>	1.0	1.0			(optional)
<i>Basis for your Normalizing Factor*</i>	Staff and lab operations unchanged - expect to stay similar				
<i>Normalized Quantity* (per year)</i>	1,620,000	1,130,000			1,620,000

\*See pages 17-19 of the instructions for more information

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Our stated goal was to hold discharge levels steady - even if staff and operations changed. We took a proactive approach to reduce equipment operating hours and eliminate some equipment. Emphasized and encouraged water conservation by staff. Success is shown in reduced effluent volume.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.2 Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

<b>Category</b> (see page 16 of the instructions): Waste					
<b>Aspect</b> (see page 16 of the instructions): Hazardous Waste Disposal					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity</i> (per year)	400	700			999 (optional)
<i>Measurement Units</i>	lbs				
<i>Normalizing Factor*</i>	1.0	1.75			2.49 (optional)
<i>Basis for your Normalizing Factor*</i>	Lab performs analytical and research activities. Analytical activities are stable and generally predictable insofar as generation of hazardous wastes. Research & development activities are highly varied with little correlation to waste volumes generated.				
<i>Normalized Quantity*</i> (per year)	400	400			400
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Routine lab operations generate very little waste. We do accumulate materials from production facilities for testing, quality and marketing/customer purposes. Mostly these are zinc borates.

Note: This year, we disposed of ~3,500 lbs of accumulated zinc borates in addition to our average disposal. This was NOT a typical disposal year.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.3

### Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

<b>Category</b> (see page 16 of the instructions): Energy Use					
<b>Aspect</b> (see page 16 of the instructions): Total Energy Use					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	2,097,120	2,006,520			2,006,121 (optional)
<i>Measurement Units</i>	KwH				
<i>Normalizing Factor*</i>	1.0	1.0			(optional)
<i>Basis for your Normalizing Factor*</i>	Little or no change in staff and operations.				
<i>Normalized Quantity* (per year)</i>	2,097,120	2,006,520			2,006,121
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Reduced or eliminated equipment operating hours; plus general education and encouragement of facility management and general staff to conserve energy. Success is shown in reduced KwH.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).



# Section C

(continued)

## C.4 Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

**Category** (see page 16 of the instructions): Water Use

**Aspect** (see page 16 of the instructions): Total Water Use

	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	2000	2001			2003
<i>Actual Quantity (per year)</i>	7,450,000	6,320,000			6,750,000 (optional)
<i>Measurement Units</i>	gallons				
<i>Normalizing Factor*</i>	1.0	1.0			(optional)
<i>Basis for your Normalizing Factor*</i>	Little or no change in staff and operations.				
<i>Normalized Quantity* (per year)</i>	7,450,000	6,320,000			6,750,000
*See pages 15-17 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Reduced or eliminated operating hours and equipment to conserve water. Improved irrigation system and reduced watering schedule; plus general education and encouragement of facility management and general staff to conserve water. Success is shown in reduced volumes.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

## Section D

# Public Outreach and Performance Reporting

**D.1** Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements). Information is available via the corporate website - [www.borax.com](http://www.borax.com). Also publicized at/thru local community organization meetings and public school awareness and student job shadow programs.

**D.2** Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Performance Report available to the public. Please check as many as are appropriate.

☒ Website (URL [www.borax.com](http://www.borax.com))

☒ Open House

☒ Meetings

☐ Press Releases

☐ Community Advisory Panel

☒ Other Public School programs

## Section E

### Self-Certification of Continued Program Participation

On behalf of U.S. Borax Inc. - Valencia Corporate Facility,  
(name of my facility)

I certify that

- ◆ I have read and agree to the terms and conditions specified in *the National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- ◆ I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- ◆ My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- ◆ My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance; and
- ◆ Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date \_\_\_\_\_

Printed Name Mr./Mrs./Ms./Dr. Mr. Gerald M. Pepper

Title Manager, Environmental Affairs

Phone Number/E-mail Address gerry.pepper@borax.com

Facility Name U.S. Borax Inc. - Valencia Corporate Facility

Facility Street Address 26877 Tourney Rd., Valencia, CA 91355-1847

Performance Track Identification Number A090019 - (Originally EPA ID# CAL 000122286)

### **Paperwork Reduction Act Notice**

The public reporting and recordkeeping burden for this collection of information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.